Call to order

Approval of Minutes
April 2, 2012

President's Report: Senator Whitlock

New Business:
- Farewell and Thanks from VP Conneely
- Rules Committee Motions
  1. Create new Informational Technology Committee
  2. Combine Committee on Committees and Elections to form Elections and University Nominations Committee
  3. Update Budget Committee to include that the chair is a member of the University Planning Council
  4. Disband New Senator Orientation Committee
- Report from Council on Academic Affairs
  (CAA agenda is included in the Senate packet.)
  (See separate PDF file for the curriculum forms - 115 pages)

Report Overview & Questions:
Executive Committee Report: Senator Noblitt
Faculty Regent: Senator Frisbie
COSFL Representative: Senator Summers
Provost: Senator Vice
Student Government Association: Madelyn Street
Financial Planning/Strategic Planning Council: Senator Noblitt

Standing Committees:
Academic Quality Committee: Senators Shordike/Schmelzer, Co-Chairs
Budget Committee: Senator Johnson, Chair
Committee on Committees: Senator Roush, Chair
Elections Committee: Senator Day, Chair
New Senators Orientation Committee: Senator Pressley, Chair
Rights & Responsibilities Committee: Senator Palmer, Chair
Rules Committee: Senator Hensley, Chair
Welfare Committee: Senator Johnson, Chair

Ad Hoc Committees:
Committee on Computing: Senator Smith

Adjournment
The Faculty Senate of Eastern Kentucky University met on Monday, April 2, 2012, in the South Ballroom in the Keen Johnson Building. Senator Noblitt called the seventh meeting of the academic year to order at approximately 3:30 p.m.

The following members were absent:

*indicates prior notification of absence
^ALT Greg Gunderson attended for S. Barracca
^ALT Scott Hunt attended for D. May
^ALT Matt Sabin attended for L. Summers

Visitors to the Senate: Tina Davis, Registrar; Linda Frost, Honors Program; Kerri Hinkle, Student; Rick McGee, Registrar; Nancy McKenney, AAUP; Gerald Nachtwey, English & Theatre; Sherry Robinson, Provost Office; Samantha Toy, Student; John Wade, Arts & Sciences

APPROVAL OF MINUTES:
The March 12, 2012 minutes were approved as written.

REPORT FROM THE PRESIDENT: Senator Whitlock
The 2012 legislative session is concluded, with the exception of the 60th legislative day which is reserved to give the legislature the opportunity to override any gubernatorial vetoes. The major piece of legislation affecting higher education was the budget bill. The highlights include:

- EKU’s reduction in state appropriation was approved at the 6.4 percent level as anticipated. This equates to $4.6 million.
- The $25 million in capital renewal funds recommended by the CPE and the Governor was not funded. This would have continued the opportunity for institutions to leverage dollars spent on major maintenance efforts through matching from the state.
- The only two agency fund bond projects approved were for the refinancing of EKU’s energy management project in order to take advantage of savings from lower interest rates and the reauthorization of a renovation project at Western. Neither EKU’s dormitory renovation nor the authorization of a $31M second phase of the wellness center were authorized. The latter would have been financed through a referendum voted by students last year.
- HB 260, which started as an effort to make UPike public, morphed into a scholarship program for students from the eastern Kentucky coal counties. This passed the house, but not the senate. The conference committee rejuvenated it and expanded it to all coal producing counties, east and west, and liberalized, a bit, where students could use the scholarship. The multi-county coal severance tax remains the source of funding.

Applications for admissions and the actual number of admitted students are up for the fall semester. Part of this may be due to timely processing of applications and awarding of scholarships. Contact and communications with admitted students is now more systematic and sophisticated than ever before. The initial responses to the "You can get there from here" campaign have been very positive.

Senator Whitlock recently attended the regular spring meeting of the American Association of State Colleges and Universities' state representatives. This meeting reconfirmed that the same public policy issues faced in Kentucky are, in fact, national in scope. The highlight of the meeting was the opportunity to meet at the White House with senior domestic and education
policy advisers to President Obama. Affordability, teacher preparation, and proprietary education dominated the discussion. EKU's success with the math transitions program caught their attention.

The SPC and FPC have been working hard over the past several weeks to identify options to consider as the budget is developed for next year. The Council meets again on Thursday and Friday to finish formulating the series of recommendations that will be forwarded to the President’s office. Senator Whitlock stressed that as decisions are made, they will be based on the collective wisdom of the SPC/FPC and his continued commitment to do what is in the long-term best interests for the university.

The Council on Postsecondary Education is expected to set tuition parameters at its meeting of April 20. EKU’s Board of Regents will meet on April 26 to discuss budget guidelines and again on June 11 to finalize the budget.

UNFINISHED BUSINESS:

Promotion and Tenure Policy. Senator Noblitt reminded that at the March meeting Senator Thieme moved, seconded by Senator Hensley, to approve the P&T policy. Senator Noblitt opened the floor for further discussion on the motion.

Senator Pianalto moved to amend the motion by striking the sentence on page four “in reviewing all three areas collegiality shall be considered” and removing the definition for collegiality on page 11, seconded by Senator Nelson. The motion failed with a vote of 20-32.

The motion, as originally presented, carried with a majority vote.

NEW BUSINESS:

Faculty Senate Chair Nominations. Senator Pressley was nominated to serve as chair next year. The election will be held at the organizational meeting in May.

Faculty Senate Vice Chair Nominations. Senator Palmer was nominated to serve as vice chair next year. The election will be held at the organizational meeting in May.

Forum for Adjunct Instructor Reform (FAIR). Senator Farley gave an informational report on FAIR. FAIR is an organization that was created about a year ago at EKU to address the rights and the working conditions of part time faculty members on this campus.

Report from Council on Academic Affairs - Senator Vice

New Programs
1. Minor in Horses, Humans and
2. Minor in Health Services
3. AGS with Security Management
4. Certificate in Intelligence and Security Operations (Government Industrial
   University-level Certificate, requiring 24 credit hours to complete
5. Minor in Security

Program Suspensions
6. Minor in Social Institutions and Social
7. Minor in Social
8. Assets Protection and Security (B.S)  
   Suspension will start in Fall 2012; classes will be offered until 2015.
9. Minor in Assets  
   Support will be provided for students in minor until 2015.

Program Revisions
10. Academic Probation Description, Graduate
11. EKU Honors  
    Increase honors offerings, create an autonomous Honors Core of classes that will eventually replace all  
    general education classes, and increase flexibility for students bringing in significant pre-college/college credit.
12. B.S. Deaf and Hard of Hearing Elementary (P-5) OR Middle Grades with Emphasis (5-9)
13. Graduate Certification Deaf and Hard of Hearing – replace SED 338 with SED 738
14. Master of Arts in Education Special Education- Teacher Leader Track Additional Certification DHH  
    1) Show a range of graduate hours in the content area so that graduate students who have previous, valid  
       coursework can transfer up to 12 hours of equivalent coursework into the degree program and be able to  
       complete the degree with less than 40 hours,  
    2) Substitute SED 738 for SED 832 in the MaEd in Special Education Teacher Leader Track Adding Certification. Candidates adding certification do not have the language background to take SED 832(Advanced Language for DHH).
15. M.S. Applied Engineering & Technology Management – add NSM as an option
16. B.A. in Broadcasting & Electronic Media - Remove BEM 495 94) from the BEM Major Option General and add additional courses as acceptable courses in the major.
17. B.A. in Journalism - Journalism major to be changed to eliminate the requirement for a minor. Students are required to take JOU 412 or PUB 412 and those courses were removed from the Supporting Courses Option. JOU 450 was added as an option to JOU 425. BEM 240, 295, 300, 301, 395, 401, 402 and 495 and PUB 410S were added as Supporting Course Options.
18. Minor in Broadcasting & Electronic Media - Add BEM 491, a one-credit hour course, as a required course for the minor and increasing the number of hours to 23 hours for the minor.
19. Minor in Broadcast News - Add BEM 491, a one-credit hour course, as a required course for the minor and increasing the number of hours to 23 hours for the minor.
20. Minor in Communication Studies - Change the CMS minor to include three concentrations in communication studies.
21. Minor in Visual Media - Add BEM 491, a one-credit hour course, as a required course for the minor and remove GCM 211 as a required course for the minor.
24. B.B.A. Marketing - Add GBU 101 to the MKT major and options and eliminate “Approved Business Electives”.  
25. B.S. Marketing and Business Education - Add GBU 101 to the program
26. Doctorate of Nursing - Change the application deadline for part-time applicants
27. Environmental Health Science B.S.  
    Drop BIO121 and add BIO111 to support, correct prefixes, Drop GEO353 and AGR215 from support (they have added prereqs) Reflect New General Education Elements to program
28. Medical Laboratory Science B.S. - Correct Prefixes from MAS to HSA and CLS to MLS,  
    Reflect New General Education Elements to program, Drop BIO121 and add BIO111
29. Athletic Training B.S. – Reflect New General Education Elements to program Add back STA 215 or 270 and EMC104
30. Sport Management B.S. – Reflect New General Education Elements to program
31. Apparel Design and Merchandising B.S. – Reflect New General Education Elements to program
32. Family and Consumer Science Education B.S. – Add NFA317, Remove NFA321, Add FIN311, Remove BIO 301,  
    Drop Free Electives and reflect new General Education
33. General Dietetics B.S. – reflect new General Education elements in program
34. Health Services Administration B.S. – 1) Add new General Education Elements and 2) Drop ACC 202 and ECO 230 from the curriculum
35. MPH-Environmental Health – Drop Core Exam requirement
36. MPH-Community Health – Drop Core Exam requirement
37. Occupational Science B.S. - Reflect New General Education Elements
38. Public Health B.S. - 1. Add HEA 310 Introduction to Global Health to the Community Health and School Health Options in the Public Health major 2. Drop the Worksite Health Promotion Option from the major 3. Drop HEA 390, HEA 391, HEA 399, SOC 335 courses from the major 4. Add ESE 349, EMS 349 Q & R, & EDF 349 Q & R to the professional education requirements in the school health option. 5. Add EDF 204 to supporting courses.
39. Occupational Therapy M.S. – Add free electives PSY 797, 777, CDS 867, SED 704, 790
40. Recreation and Park Administration B.S. – Reflect New General Education Elements, revise option titles and requirements
41. Art/Design Studio Options (B.F.A.) - 1. Drop the Interior Design option. 2. Reduce credit hours for Pre-BFA Metals/Jewelry option. 3. Change course requirements for most option areas. 4. Correct wording in the ‘Pre-BFA’ description of Jewelry and Metals.
42. Art B.A. /Teacher Education Option – Update the Teacher Education option
43. Computer Science B.S. – Add a new Statistical Computing Option
44. Bachelor of Music – delete supporting course requirement and add more course choices to the Music industry
45. Master of Music* - delete the GRE requirement for students with 3.0+ GPA
   *Note: This item was inadvertently omitted from the 02-24-12 Graduate Council meeting and will be on the agenda for 3-23-12. The College is proposing CAA approval pending Grad Council approval.
46. Corrections and Juvenile Justice B.S. - Program name change, increase number of major hours, revise core requirements, drop options, increase elective hours, and add supporting requirements
47. Professional Certificate in Correctional Intervention Strategies
   Reduce core hours, increase elective hours, and change acceptable elective
48. Professional Certificate in Youth Services - Change core requirements and acceptable electives
49. Catalog Change – Admission, Transfer and Other Requirements
   Comprehensive rewrite of admission requirements to meet new accreditation standards and sets forth general and specific program requirements.
50. Emergency Medical Care B.S.
   Change program requirements to reflect Course Revisions. Remove 2 Core Requirements, and Adopt GSD 101 for University Requirement programs.
51. Paramedicine A.S.P.
   Change program requirements to reflect Course Revisions. Remove 2 Core Requirements, and Adopt GSD 101 for University Requirement programs.
52. Fire, Arson and Explosion Investigation (B.S.)
   Requires minimum credit hours/upper division credit hours be taken within CJS/SSEM
53. Fire Protection Administration (B.S.)
   Requires minimum credit hours/upper division credit hours be taken within CJS/SSEM
54. Fire, Protection, and Safety Engineering Technology (B.S.)
   Requires minimum credit hours/upper division credit hours be taken within CJS/SSEM; Change OSH course requirement from OSH 361 to OSH 261
55. Minor in Fire and Safety Engineering Technology
   Change required OSH course from OSH 362 to OSH 262
56. Fire and Safety Engineering Technology Certificate of Competency
   Change title to Industrial Fire Protection Certificate, delete 6 courses and add 6 courses
57. Occupational Safety (B.S.)
   Align required courses with prior course revisions: OSH 361/OSH 261 and OSH 362/ OSH 262
58. Minor in Occupational Safety
   Align required courses with prior course revisions: OSH 361/OSH 261 and OSH 362/ OSH 262
59. Homeland Security B.S.
   Change APS prefix to SEC, change General Education, and add two courses
60. Associate in General Studies Homeland Security Concentration
   Update course prefix and General Education changes
61. Minor in Homeland Security - Add new course HLS 430
62. Minor in Emergency Management - Change prefix for APS 210 to SEC 210
63. Certificate in Emergency Management - Change APS 210 prefix to SEC 210
64. Certificate in Homeland Security - Change APS 210 to new prefix SEC 210 and add HLS 430
65. Certification in Intelligence Studies - Add and change courses to provide more latitude in studies

Senator Vice moved approval of items 1-5, seconded by Senator Shordike. Motion carried.

Senator Vice moved approval of items 6-9, seconded by Senator Potter. Motion carried.

Senator Vice moved approval of items 10-65, seconded by Senator Schmelzer. Motion carried.

STANDING COMMITTEE REPORTS

REPORT FROM SENATE CHAIR: Senator Noblitt

This month Senator Noblitt has continued to work with subcommittees of the Implementation Team. In some areas, the Implementation Team’s efforts appear to be paying off. Admissions no longer had a delay in processing applications and the number of applications has increased compared to last year. There are also a number of events that the Admissions Office has designed as a result of suggestions from the Implementation Team. These events are designed to help increase the matriculation rate of high-quality applicants to EKU.

Implementation Team members have also been working on programs and policies that are designed to assist student retention efforts. The Advising Workgroup has surveyed chairs regarding problems with advising on campus and is now developing ways in which to address these problems. The Retention Workgroup, in cooperation with Institutional Effectiveness, is reviewing other institutional efforts to improve student retention and graduation. This workgroup hopes to assist the university in developing a coordinated retention program that addresses the great number of issues that cause student dropouts. Many of these efforts will require faculty cooperation and assistance. For an overview of the types of programs the workgroup is reviewing, visit http://publications.sreb.org/2010/10E02_Promoting_Culture.pdf. This document outlines a series of initiatives that other institutions have implemented successfully to increase student retention and graduation rates. Senator Noblitt plans to meet with Provost Vice in early April to continue discussing the appropriate role of faculty in student retention efforts.

Chair Noblitt and the Faculty Senate Budget Committee have been carefully reviewing the university budget process. Although the state has not yet issued its final budget numbers to the university, the university is preparing for budget cuts. Current projections are that EKU will have over a $7.1 million budget deficit. The FPC/SPC is carefully reviewing proposals on how to accomplish these cuts. It is clear that Academic Affairs will have to endure deep cuts in both positions and M&O. While the President strategically approved $1.9 million of faculty lines a few weeks ago, $1.1 million (1.5%) is proposed to remain cut/frozen. Academic Affairs will also have to endure a 6% cut in M&O for a savings of $1 million. Administrative offices will
also face deep proposed cuts with a $611,312 (4%) cut in positions and a $327,133 (6%) cut in M&O. Other large proposed budget cuts include $1 million from the capital pool, $1 million from deferred maintenance, $500,000 from the contingency fund, and depletion of the $287,046 President’s Strategic Fund.

REPORT FROM FACULTY REGENT: Senator Frisbie
The Board will meet on April 26. The main focus of the meeting will be the budget guidelines.

REPORT FROM COSFL: Senator Summers
The joint COSFL/AAUP meeting will be on Friday, April 13 at the CPE offices in Frankfort from 1-4:30pm.

REPORT FROM PROVOST: Senator Vice
At the beginning of the academic year Senator Vice posed two questions to the colleges and departments—1) What do we value? and 2) How do we know if we are improving?

As the University faces reducing the budget more than $7 million, the question regarding “what do we value” has been a guiding factor for the Council of Deans. For weeks now, the deans have analyzed the Academic Affairs budget both as a Council and in meetings with Budgeting, Administrative and Financial Affairs Offices.

Faculty resources have remained a top priority. When the Academic Affairs’ proposed budget is presented to the new Joint Strategic and Financial Planning Council on Thursday, the proposal will reflect (a) reductions in administrative operating budgets, (b) adjustments in non-teaching support areas, and (c) a commitment to continuing to review the budget for long-term, strategic decisions.

Regarding frozen faculty lines, approval have been received to thaw about $2 million in faculty positions. However, there is still $1.6 million in faculty lines on hold.

With federal and state agencies’ increased scrutiny of higher education, perhaps an implicit follow-up question to the budget-reduction discussion is, “Can we continue to improve quality at a time when we have fewer resources?” The answer is an unequivocal “yes!”

Exemplar programs (accredited and non-accredited) already exist in each EKU college. Dr. E. J. Keeley and Stacey Street are meeting with the college deans and their respective chairs to showcase these model programs. These programs have incorporated Assurance-of-Learning concepts into their on-going processes.

Does continuous improvement take resources? Yes, the primary cost is scheduling time for faculty to collaborate. To provide faculty time to pursue the Assurance-of-Learning model, a non-instructional day is being planned for the 2012 Fall Semester. The date will be announced in May.

If schedules permit, join the Provost for lunch on Wednesday, April 4, 2nd Floor Powell.
STRAEGIC PLANNING/FINANCIAL PLANNING COUNCIL: Senator Noblitt
The FPC/SPC will meet all day on April 5th with a follow up meeting planned for the afternoon of April 6th. The formal budget proposals are due to the President on April 9th. In preparation for the meeting, Faculty Senators and other faculty members on the FPC/SPC have requested data on a number of entities including intercollegiate athletics and the EKU Center for the Arts. There are also proposed changes to benefits and institutional work study that will be carefully reviewed.

STANDING COMMITTEES

Budget Committee. The Budget Committee will be meeting on Wednesday in preparation for the FPC/SPC meeting on Thursday and Friday. Senator Johnson requested that anyone with questions or suggestions regarding the budget should email the Budget committee members.

Elections Committee. Senator Day reminded that departments need to elect replacements for those senators whose terms are expiring in May.

Rules Committee. Senator Hensley announced that the motion to create a new standing committee on Informational Technology should be ready for the May meeting.

Welfare Committee. Senator Johnson reported that the University Benefits Committee met some time ago. Although discussions are still in the early stages, insurance rates will probably be increasing next year. The Benefits Committee will not meet again until after the SPC/FPC meeting.

ADJOURNMENT
The meeting adjourned at approximately 5:10pm.
To: The Faculty Senate
From: The Committee on Rules
Date: April 24, 2012

The Committee on Rules requests that the Faculty Senate adopt the following motions at its meeting on May 7, 2012:

**MOTION 1:**
The Faculty Senate recommends to the Faculty-at-large the addition of a new “Informational Technology Committee” to the Committees of the Faculty Senate. (See The Faculty Handbook: Part VII Organization of the Faculty of Eastern Kentucky University; Section VII The Faculty Senate, E. Committees of the Senate.)

The committee’s structure and duties will be as follows:

**Informational Technology Committee**

a) The Informational Technology Committee shall consist of five members elected by the Senate from its elected membership. Elected members shall serve for the duration of their current term.

b) The Informational Technology Committee shall elect annually a chair from among its membership. The elected chair shall also serve on the University Informational Technology Committee as the Faculty Senate Representative to that committee.

c) The Informational Technology Committee shall provide a channel of communication among the Faculty Senate, the faculty-at-large, and the Administration on faculty perspectives regarding information technology services and policy.

d) The Committee shall be available as an advisory agency to the President of the University, to the Provost, and to the Strategic Planning Council on information technology matters. The Committee shall meet with the President and/or Provost at least once each semester to share information about faculty perspectives regarding information technology.

e) The Committee shall make recommendations to the Senate on matters including, but not limited to, information technology practices in the university environment.

f) One week before each Executive Committee meeting, the Chair of the Committee shall submit written minutes or a progress report to the Chair of the Senate who will forward them to the Secretary of the Senate for permanent filing. The Chair of the Committee shall report to the Senate at least semiannually. After receiving its report, the Senate shall, at its discretion, provide suggestions, reactions, and comments to the Committee for subsequent Committee consideration.

**JUSTIFICATION OF THE MOTION:**
According to the AAUP’s Statement on Government of Colleges and Universities [see www.aaup.org]:

> The faculty has primary responsibility for such fundamental areas as curriculum, subject matter and methods of instruction, research, faculty status, and those aspects of student life which relate to the educational process.

The establishment of a standing senate Information Technology Committee would ensure that faculty input is given at the earliest stages of any discussion of information technology that affects faculty responsibilities of teaching, research, and service in the university environment. This would prevent situations from arising in which administrative decisions that have an impact on teaching and learning are made without adequate faculty input.
Motion 2:
The Faculty Senate recommends to the Faculty-at-large that the New Senator Orientation Committee be disbanded and removed as a standing committee from the Committees of the Faculty Senate. (See The Faculty Handbook: Part VII Organization of the Faculty of Eastern Kentucky University; Section VII The Faculty Senate, E. Committees of the Senate.)

The committee’s structure and duties were as follows:

Committee for New Senator Orientation
   a) The Committee for New Senator Orientation shall consist of five members elected by the Senate from its elected members. Committee membership shall be for the duration of the elected senator’s current term.
   b) The Committee shall elect a chair annually from among its membership.
   c) The Committee shall organize and carry out an orientation program for first-time senators in the fall semester, preferably on a date prior to the September meeting of the Senate.
   d) The chair of the Committee shall report to the Senate after New Senator Orientation has been conducted.

JUSTIFICATION OF THE MOTION:
Members of the Faculty Senate Executive Committee at the end of the 2011-2012 academic year realized that the number of Faculty Senate Committees has grown to a number whereby it is increasingly difficult to find enough faculty senate members willing to serve on those committees. Both the Faculty Senate Chair and the Faculty Senate Vice-Chair agreed that, while new senator orientation remains important, the tasks of convening the new faculty senators and providing the orientation for them can be handled by the Faculty Senate Chair and Vice-Chair without the need of a committee to do so. Both agreed that, if needed, an ad hoc committee could be periodically formed to assist with those efforts.
Motion 3:
The Faculty Senate recommends to the Faculty-at-large that the duties of the Elections Committee and the Committee on Committees be merged to form a standing committee called the Elections and University Nominations Committee as one of the Committees of the Faculty Senate. (See The Faculty Handbook: Part VII Organization of the Faculty of Eastern Kentucky University; Section VII The Faculty Senate, E. Committees of the Senate.)

The current duties of those committees are as follows:

2. Committee on Committees
   a) The Committee on Committees shall consist of five members elected by the Senate from its elected membership. Committee membership shall be for the duration of the elected senator’s current term.
   b) The Committee Chair shall be elected annually by the Committee from among its membership.
   c) The Committee on Committees shall advise the President concerning formulation of standing committees of the Faculty-at-Large and the selection of appointed members of faculty standing committees.
   d) One week before each Executive Committee meeting, the Chair of the Committee shall submit written minutes or a progress report to the Chair of the Senate who will forward them to the Secretary of the Senate for permanent filing. The Chair of the Committee shall submit a written annual report to the Faculty Senate at the May meeting.

3. Committee on Elections
   a) The Committee on Elections shall consist of five members elected by the Senate from among its elected membership. Committee membership shall be for the duration of the elected senator’s current term.
   b) The Committee Chair shall be elected annually by the Committee from among its membership.
   c) The Committee on Elections shall supervise all nominations and elections for Senate membership as provided in this Constitution.
   d) One week before each Executive Committee meeting, the Chair of the Committee shall submit written minutes or a progress report to the Chair of the Senate who will forward them to the Secretary of the Senate for permanent filing. The Chair of the Committee shall submit a written annual report to the Faculty Senate at the May meeting.

The combined duties of the committee would be as follows:

2. Committee on Elections and University Nominations
   a) The Committee on Elections and University Nominations shall consist of five members elected by the Senate from among its elected membership. Committee membership shall be for the duration of the elected senator’s current term.
   b) The Committee Chair shall be elected annually by the Committee from among its membership.
   c) The Committee on Elections and University Nominations shall supervise all nominations and elections for Senate membership as provided in this Constitution.
   d) The Committee shall advise the President concerning formulation of standing committees of the Faculty-at-Large and the selection of appointed members of faculty standing committees.
   e) One week before each Executive Committee meeting, the Chair of the Committee shall submit written minutes or a progress report to the Chair of the Senate who will forward them to the Secretary of the Senate for permanent filing. The Chair of the Committee shall submit a written annual report to the Faculty Senate at the May meeting.

JUSTIFICATION OF THE MOTION:
Members of the Faculty Senate Executive Committee at the end of the 2011-2012 academic year realized that the number of Faculty Senate Committees has grown to a number whereby it is increasingly difficult to find enough faculty senate members willing to serve on those committees. Members of the executive committee who had served (or were currently serving) on both the committee on committees and the committee on elections agreed that, while the tasks of each committee were essential to effective operations of the Faculty Senate, the tasks could be adequately accomplished by one committee rather than two.
Motion 4:
The Faculty Senate recommends to the Faculty-at-large that the section on the Budget Committee in the Faculty Handbook Section 7.E.5. be changed as follows:

From:

5. Committee on the Budget
   a) The Committee on the Budget shall consist of the Chair of the Faculty Senate, five members elected by the Senate from its elected membership, and the administrative member elected by the Dean’s Unit. Elected members shall serve for the duration of their current term while the administrative member shall serve a one-year term. The Vice President for Financial Affairs shall serve as a non-voting member of the Committee.
   b) The Committee on the Budget shall elect annually a chair from among its membership.
   c) The purpose of the Committee on the Budget shall be to provide a channel of communication between the Faculty Senate and the Administration on matters relating to the formulation of the University budget.
   d) The Committee shall be available as an advisory agency to the President of the University in those matters relating to the budget-formulation process. The Committee shall meet with the President at least once each semester to receive information about budgetary matters.
   e) One week before each Executive Committee meeting, the Chair of the Committee shall submit written minutes or a progress report to the Chair of the Senate who will forward them to the Secretary of the Senate for permanent filing. The Chair of the Committee shall report to the Senate at least semiannually. After receiving its report, the Senate shall, at its discretion, provide suggestions, reactions, and comments to the Committee for subsequent Committee consideration.

To:

5. Committee on the Budget
   a) The Committee on the Budget shall consist of the Chair of the Faculty Senate, five members elected by the Senate from its elected membership, and the administrative member elected by the Dean’s Unit. Elected members shall serve for the duration of their current term while the administrative member shall serve a one-year term. The Vice President for Financial Affairs shall serve as a non-voting member of the Committee.
   b) The Committee on the Budget shall elect annually a chair from among its membership.
   c) The chair of the Committee on the Budget shall serve as a member of the University Financial Planning Counsel.
   d) The purpose of the Committee on the Budget shall be to provide a channel of communication between the Faculty Senate and the Administration on matters relating to the formulation of the University budget.
   e) The Committee shall be available as an advisory agency to the President of the University in those matters relating to the budget-formulation process. The Committee shall meet with the President at least once each semester to receive information about budgetary matters.
   f) One week before each Executive Committee meeting, the Chair of the Committee shall submit written minutes or a progress report to the Chair of the Senate who will forward them to the Secretary of the Senate for permanent filing. The Chair of the Committee shall report to the Senate at least semiannually. After receiving its report, the Senate shall, at its discretion, provide suggestions, reactions, and comments to the Committee for subsequent Committee consideration.

JUSTIFICATION OF THE MOTION:
This brings Part VII The Faculty Senate, E Committees of the Senate, 5 Committee of the Budget up to date with general practices for the last 2 or 3 years.
TO: Members of the Faculty Senate

FROM: Janna P. Vice, Chair
       The Council on Academic Affairs

DATE: April 24, 2012

SUBJECT: CAA Agenda for Faculty Senate

As a result of the Council on Academic Affairs’ meeting on April 19, 2012, the following items are presented for the Faculty Senate’s agenda on May 7, 2012.

Curriculum Proposals

New Programs

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<td>9. Option in School Safety</td>
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Program Revisions

College of Arts and Sciences

10. Pre-Professional Curricula Pages, Revisions
11. Anthropology B.A.
   Revise program description due to dropped/added courses.
12. Minor in Anthropology
   Revise program requirements.
13. Social Work B.S.W.
   Include alternative course selections in the program description under major requirements.
14. Biology B.S.
   (1) Move credit hour from the required courses for Pre-Medical Sciences option to the optional courses students can take to fulfill their 15-18 hours required;
   (2) Delete STA 270L as a supporting course option.
15. Chemistry B.A.
   Revise the degree program to reflect changes in the courses and add a dual degree option (3+2 option with the existing M.S. Chemistry program).
16. Chemistry B.S.
   Revise the degree program to reflect changes in the courses and add a dual degree option (3+2 option with the existing M.S. Chemistry program).
17. Chemistry M.S.
   Revise the current M.S. Chemistry program.
18. Forensic Science B.S.
   Revise the degree program to reflect changes in the courses and add a dual degree option (3+2 option with the existing M.S. Chemistry program).
19. Computer Science B.S.
   Modify the supporting courses to reflect changes in the Biology program, and allow students to skip CSC 185 with sufficient background.
20. Economics B.A.
   Drop this option from the Economics Major.
   There is no demand for this particular option. There are no students currently enrolled in this option, and over the years no student has selected this option.
   Change core requirements and electives.
22. Earth Science/Teaching B.S.
   Change program requirements.
23. Geography B.A.
   Change General Education requirements.
24. Geology B.S.
   Change General Education requirements.
25. Paralegal Science B.A.
   Revise program descriptions to include LAS 300W.
26. Paralegal Science A.A.S.
   Revise program descriptions to include LAS 300W.
27. Minor in Paralegal Studies
   Revise program descriptions to include LAS 300W.
28. Certificate in Paralegal Science
   Revise program descriptions to include LAS 300W.
29. Master of Public Administration
   Modify a class name and the allocation of hours between field application components of the required courses.
30. History Teaching B.A.
   Revise professional education and supporting program requirements to reflect...
changes implemented with the curriculum of the CoE to meet state mandates.

**College of Arts and Sciences continued**

31. Psychology B.S. 
   Revise program as a result of course curriculum changes.

**College of Business and Technology**

32. Aviation B.S. 
   Rename existing professional flight option as single engine (SEL) option; add new multi-engine (MEL) professional flight option; reflect changes to General Education Requirements; and the addition of AVN 402 or Honors 420 (an aviation approved thesis) to meet the ACCT requirement changes to general Aviation.

33. Applied Engineering Management B.S. 
   Modify the program so that it is in compliance with the new General Education Requirements and to include additional courses in the Upper Division Technical Elective selection, AEM 382 & 395. Eliminate statement “Professional Skills Seminar” in College Requirements.

34. Construction Management B.S. 
   Modify the program so that it is in compliance with the new General Education Requirements, include Capstone Course, CON 499 and eliminate the statement “Professional Skills Conference” in the College Requirements.

35. Broadcasting and Electronic Media B.A. 
   Add BEM 400 & 499 to the Requirements for the General Option

36. Journalism B.A. 
   Add JOU 400 & 499 to the Major Requirement Options.

37. Public Relations B.A. 
   Add PUB 400 & 499 to the Public Relations Core Requirements.

38. Associate of General Studies: Military Science Concentration 
   Add Military Studies as a concentration to the current Associate of General Studies degree.

**College of Education**

39. Teacher Admission Student Teaching 
   Change the number of required recommendations for admission; Remove the portfolio review from admission to professional education and from admission to student teaching; Clean up language for how hours will be posted for the 200 hours of field experience.

**College of Health Sciences**

40. Master of Public Health – Community Health Option 
   Change HEA 899 to HEA 890 due to earlier course revision.

41. Occupational Therapy – Post-Professional Option 
   Revise curriculum requirements; remove courses that are no longer offered.

**Action Items**

42. CAA Program Guidelines: Definitions 
43. Medical Withdrawal Protocol
To: Faculty Senate  
From: Lynnette Noblit  
Date: May 3, 2012  
Re: Executive Committee Report

The end of every academic year brings a flurry of activity and emotion. The 2011-12 academic year is no different. The EKU Senate Executive Committee has reviewed a series of policies, faculty handbook changes, and budget decisions. I summarize our concerns and proposals below.

Upcoming Policies Discussions

The Executive Committee reviewed the Tobacco-Free Campus Policy. This policy originated through the Healthy You at EKU Committee led by Leanna Bowles. The Chairs Association has already shared comments on the proposed policy. We urge senators to share this policy, which will soon be posted on the EKU Policy website, with their department constituents. Any comments or concerns about the policy should be shared with Val Parks through links provided at the same site.

Members of Senate are also continuing to work on Policy 4.6.5, Review of Non-Tenured Tenure-Track Faculty. This policy will attempt to streamline the annual review process and provide clarification of the faculty appeal process. A policy on review of non-tenure-track faculty, Policy 4.6.10, will also be drafted next year.

Senate Committee Reorganization and Election

At the conclusion of our meeting on May 7, there will be an organizational meeting to elect new members for several open Senate committee positions. In response to this upcoming election, the Senate Rules Committee has proposed a few changes to the structure of Senate committees, along with the formation of the Senate Information Technology Committee. The ultimate outcome of these proposals is to keep the total number of Senate committee positions stable while redistributing the workload of these committees. Mona Isaacs, Director of Information Technology and Delivery Services, has agreed that the chair of this committee serve on the University Information Technology Committee to act as a liaison between faculty and IT Services.

Proposed Faculty Implementation Team

This month I have continued to serve as the Faculty Senate representative to the Implementation Team. The Provost will share the detailed results of the work of this committee in her report. One of the conclusions of this committee was that the university needs to form a committee of faculty to work on student retention issues. While university administrators can provide student support services, it is ultimately the faculty who have daily contact with students and can best identify and assist in student retention programs that will work for EKU students.

This Faculty Implementation Team will not be expected to “reinvent the wheel.” There are already a great deal of program review and data available to this potential group. Several administrative and student support departments are ready to assist this group in making decisions and implementing programs to increase student retention. The faculty who serve on this committee will be asked to review university data, best practices in student retention programs, and other information to propose how EKU can raise student retention while maintaining academic quality and rigor. While this task may seem impossible at first glance, research
demonstrates that universities that empower faculty to make deliberate changes to classroom practices can have dramatic improvements in student retention.

University Budget

The Executive Committee also reviewed the recent work of the FPC/SPC Joint Council in proposing the 2012-13 university budget. As you know, recent enrollment decline, along with decreased state appropriations, have left the university with an over $8 million budget shortfall. At the date of writing this report, there is a proposed budget cut of over $2 million from Academic Affairs. These cuts will be nearly evenly divided between faculty lines and M&O. Employee benefits will be cut by approximately $1.1 million with changes to dental, medical, and prescription benefits as well as reduction of the tuition-waiver benefit to six semester hours per term. In addition to cutting several budget items, the university will raise student tuition approximately 5%.

As government funding decreases, the university becomes increasingly dependent upon student tuition for its operating budget. With this in mind, the university must focus on carefully spending student tuition in a manner that supports the primary mission of the institution. The institution must ask how each dollar spent supports student success. Money spent on classrooms improvements, faculty, and student services easily promotes this mission. Funds spent on other areas must be carefully reviewed. While University Athletics brings several benefits to our institution (e.g., increased student diversity), we must demand that it serve an appropriate role on campus and be held strictly accountable to a budgeted amount. The EKU Center for the Arts, which receives financial support from student tuition dollars, must be seen as an integrated part of the university which supports the core academic mission of the institution. Faculty should be given opportunities to integrate Center performances into academic programming and courses. Both current and potential students must also be given the opportunity to benefit from attendance and use of the Center which uses their tuition dollars to operate.

While I specifically mention Athletics and the EKU Center for the Arts, these are not the only areas of concern on campus. Financial pressures force tough decisions and make us question past practices. The future for EKU can be a bright one with robust student enrollment and enviable student retention. Such circumstances may serve to resolve much of the financial pressure that we now face. However, this bright future will only be possible if we focus our funds on the right places. Student success is paramount and we must spend our money on what we care about the most.

Respectfully submitted,
Lynnette Noblit
lynnette.noblitt@eku.edu
As Chairs, we recognize the severe economic strain the institution faces as a result of the enrollment shortfalls during the 2011/12 academic year and the reduction in state funding. Moreover, we realize that budgetary constraints are likely to continue. Yet, we and our faculty are very concerned about how the institution is choosing to address budget cuts for next academic year and the foreseeable future.

Academics are at the center of our reason for being. Our existence depends upon having a critical mass of engaged students as well as committed, caring, and motivated faculty. The state is continuing its pattern of cutting our funding while expecting ever-increasing enrollments and retention and graduation rates. These expectations, coupled with on-going reductions in and restrictions on financial aid, have only increased our already existing concern with the continuing pattern of raising student tuition and fees at the maximum level permitted by the CPE. Rising costs and ever-diminishing financial resources often work at cross-purposes with rising expectations in enrollment, retention, and graduation. Moreover, the students’ financial and personal/familial circumstances often negatively affect retention and graduation rates and these lie outside of faculty control.

Further, a number of departments’ lines for next year have been frozen and, in some instances, wiped. These actions come at a time when the institution is aggressively working to increase enrollment and has determined that staffing introductory level classes with full-time faculty improves retention rates. Our administrators regularly admonish us over the need to retain and develop faculty, yet, a number of departments have had their M&O budgets cut. Many of them use much of their M&O monies for faculty development in instances where the cost of the activities exceed personal development allocations, to cover student costs related to career development activities such as conference attendance, or to buy sorely-needed equipment that falls outside the capital budget. Proposed cuts in these two areas of academics total $1 million in positions and slightly over $1 million in M&O. In sum, Academic Affairs is being asked to take $2 million in budget cuts at a time when student retention, which increases teaching costs, is of primary concern.

Not only will faculty salaries not increase, but proposed changes to the Rx, dental, wellness, health insurance, and tuition waiver components of employee benefits will force faculty to pay more or do with less. Across the university, proposed changes to benefits total nearly $1.4 million. These benefit reductions and the salary freeze harm faculty morale and retention.

Asking faculty and students (the two groups critical to the university’s mission of academics) to bear a portion of the institution’s projected financial hardships is not unrealistic, but what deeply concerns the Chairs’ Association is how much they are being asked to bear next year and likely for the foreseeable future. This is particularly the case as Association members learn of the following recommendations: to take over $350,000 from the university’s contingency fund to cover increasing costs in athletics, to direct over $550,000 to WEKU, which advertises other universities including for profit institutions, and to allocate over $700,000 to the new Arts Center, which limits and charges academic units for use despite being a supposed arm of the institution. What do such recommendations convey about what the university values?

Therefore, the Chairs’ Association urges the Financial Planning Council and all those involved in the budget approval process to re-examine the proposed budget cuts for the up-coming academic year and ensure that academics is not being compromised or harmed at the benefit of other aspects/areas of the institution that are of lesser importance to our core mission of teaching. Academics and student success need to be the priorities in forthcoming budgets as well. When considering cuts, the institution should always consider whether the reductions harm student success.
Implementation Team Accomplishments Directly Impacting Recruitment & Retention

**Admissions**

1. Created internal efficiencies within admissions processes to improve workflow.
   - Took the application processing unit functions apart and reconfigured workflows for greater efficiency.
   - Increased efficiencies in application processing through document scanning of applications and transcripts.
2. Decreased processing time of admission applications.
   - In some cases, applications are being processed within 24 hours.
   - Implemented auto-decision making function in Admissions for greater efficiency and more rapid responses to students.
   - Enabled the checklist function within EKU Direct so that students can monitor their progress toward being admitted.

**Advising**

3. Advising survey distributed to faculty to collect key data regarding advising.
4. Advising workgroup recommended Organizational Advising Model for University.
   Reviewed National Association of Academic Advisors (NACADA) Shared (professional and faculty) organizational model. The Shared Model is the most widely used in higher education, it reflects current EKU practice, and it permits flexibility to meet the different advising philosophies of the academic programs. The Shared Model will be the foundational model for analysis, recommendations, and implementation actions.
5. Collaboratively developed a framework for an updated Faculty Advisor Handbook to include FAQ, comprehensive resource references with contact names and numbers, and scripts for addressing registration, financial, and other common question areas.

**Building Relationships**

6. A Coaching Program was created for students who completed the Noel-Levitz College Student Inventory and who are currently commuter students. Student coaches were identified, trained, and began contacting students in April. The purpose of the coaching program is to reach out and serve freshmen, non-residence hall students who are not currently included in the MapWorks initiative.

**Customer Service**

7. Created and implemented Secret Shopper survey pilot "Catch Me at My Best" for optimal customer service in student services and support offices.
8. Will provide professional development June 4-8 for “first responders” (e.g. staff who are the first point of contact) as to how service to students, staff, faculty, and guests can be improved.

**EKU Community Engagement**

9. Generated a campus-wide initiative – It’s Your Turn – to solicit innovative ideas from campus units/departments regarding recruitment, retention and advising which generated nearly 50 proposals.
10. Engaged key leadership who are invested in improving recruitment and retention, and all leaders have a "we can do" approach.

**Marketing/Promotion**

11. Collecting faculty/student success stories to share with campus and region.
Recruiting
12. Improved internal communications across campus regarding recruitment efforts.
13. Increased the quantity and quality of products available to be used with Hobsons Connect to effectively recruit students.
14. Getting more admitted students to campus and making the campus experience a “big deal.”
15. “Sealing the deal” with admitted students.
16. Developed longer term/broader initiatives to increase enrollment.

Student Intervention
17. Purchased the College Student Inventory (CSI) from Noel-Levitz for early identification of incoming freshmen considered at-risk. The survey will be given during the summer orientation sessions. This information will be used by various departments, advisors, and the coaches, in order to intervene and work with students identified as at-risk.

Student Support
18. An Americorps VISTA application was submitted for a position to help create and oversee a food pantry on campus. The application was recently approved and plans are underway to move forward with the project.

Related Outcomes

Academics

Building Relationships
20. Developed English Cohorts with Student Success Seminars (First-Year Course/Orientation).

First Year Course
21. All incoming freshmen in Fall 2012 will have similar learning experience in their first-year course.
22. Developed common student learning outcomes and textbook for all student success seminars.
23. College faculty assigned for student success seminar will be required to attend training/workshop in May.
24. GSD 101 (3 CH) now required for all undeclared, college-ready freshmen.

Marketing/Promotion
25. Engaging alums for favorite campus tradition(s) and students they know who might like to attend EKU.

Student Intervention
26. The Early Alert Program is now ready to have a link placed on the college websites to be accessed at any time throughout the year. The additional fields of social, behavioral, and financial has been placed on the report, with corresponding offices of Dean of Students and Financial-Aid to sort and intervene with students identified by the survey.
27. A process for working with students wishing to withdraw from the University was moved to the Academic Affairs Workgroup (AAWG). The issue was discussed and moved to a sub-workgroup with individuals from Advising, Financial-Aid, and Student Accounting Services tasked with addressing the issues of how best to notify students of their financial obligation and the ramifications of leaving the institution.
AAUP-KY and COSFL Third Academic Conference

Friday April 13, 2012

Council of Postsecondary Education Headquarters, Room A

Suite 320, 1024 Capital Center Drive, Frankfort KY 40601

1:00 a.m. to 5:00 p.m.

The Academic Conference was attended by a mix of 15 AAUP and COSFL members. The four sessions included presentations on:

1. AAUP – The Benefits of Membership, Dr. Peg Pittman-Munke
2. “The Politics Of Higher Education” By The AAUP-Tennessee Dr. H. Coleman “Coley” McGinnis,
3. Budgeting And Higher Education: How Can I Speak A Language Without Knowing I Can Speak It”, by Dr. John Taylor
4. A discussion of the book, “The Fall Of The Faculty: The Rise Of The All-Administrative University” moderated by Dr. Doris Pierce,
5. AAUP business meeting and elections, Dr. Michael Kennedy.

The COSFL-AAUP conference was adjourned at 4:00 pm and the AAUP business meeting began and ran until 5:00pm.

Minutes respectfully submitted by,

Louisa A. Summers, PhD
Eastern Kentucky University
COSFL Secretary

COSFL Members in attendance:

Nancy McKenney, EKU (Faculty Rep. to CPE)
Louisa A. Summers, EKU (COSFL Rep. & COSFL Secretary)
Peg Munke, Murray State (Faculty Senate President and COSFL President)
Tom McPartland, KSU (Faculty senate president emeritus)
Robert Lancaster, KSU
Kimberly Sharp, Morehead State (Faculty Senate Chair)
Doug Chatham, Morehead State (Faculty Senate Chair-elect)
Hollie Swanson- University of Kentucky (Faculty Senate Chair)
AAUP members in Attendance
Dr. Doris Pierce – Eastern Kentucky University
Dr. Jan Pearce – Berea College
Dr. Michael Kennedy, University of Kentucky
Dr. John Taylor – Eastern Kentucky University